



Kankakee Valley

PARK DISTRICT

Kankakee Valley Park District

Board Meeting Minutes

June 23, 2025

The Board Meeting was called to order at 5:08pm by Commissioner Skelly. Those present for roll call (in person or by electronic means) were Commissioner M. Matthews, A. Gear, J. Frey, D. Skelly. Others present (in person or via Zoom): Ross Bruni, Executive Director; Melissa Woodard, Superintendent of Buildings & Grounds; Attorney Patrick Miner. Not present: Superintendent of Business; Rick Collins. Not present: Zach Mullady, Superintendent of Revenue Facilities

Public Present: Public Present: Evan Stahlman, Randi Cantu, Lester Taylor, Chris Kasper, Lynn Ahlden, Nancy Addison, Carol Senesac, Sharon Hanson, Ken Lewellen, Steve Kelley, Linda Fowler, Samantha Rocknowski

Pledge of Allegiance

Public Comment:

Ken Lewellen with Historical Society – gave an update on upcoming events.

Steve Kelley – gave a brief presentation about the littering problem in the parks and Kankakee.

Linda Fowler – concerned about selling a piece of property in Aroma Park. Village would take it back.

Randi Cantu – interested in buying the property in Aroma Park.

Chris Kasper – concerned about the possibility of selling the property in Aroma Park.

Carol Senesac – concerned about the possibility of selling the property in Aroma Park.

Sharon Hanson – concerned about the possibility of selling the property in Aroma Park.

COMMUNICATIONS

In your packet and info passed out.

CONSENT AGENDA

Consent agenda for Monday, June 23, 2025 consists of board meeting minutes (May 19, 2025), financials and bills payable for April and May 2025.

A motion to approve board meeting minutes (May 19, 2025) was made by Commissioner Skelly, seconded by Commissioner Matthews. Upon roll call vote the following Commissioners voted aye: M. Matthews, A. Gear, J. Frey, D. Skelly.

Financials presented by Lauterbach & Amen – Evan Stahlman

Brief summary on May 31, 2025. Made some year end adjusting entries and booked the budgeted transfer of \$465,000 from corporate to recreation fund. \$240,000 goes to Splash Valley and \$225,000 to Recreation. Audit is end of July.

A motion to approve financials and bills payable for April and May was made by Commissioner Matthews, seconded by Commissioner Frey. Upon roll call vote the following Commissioners voted aye: M. Matthews, A. Gear, J. Frey, D. Skelly.

OLD BUSINESS

Update on Bird Park Project

Executive Director Bruni said we are waiting on an electrical inspection. They have to go through the County.

Update on Mayor R.J. Bailey Park Project

Executive Director Bruni said the bid packets are out. Notice is in the paper and website.

Discussion and approval of agreement with KCC for fitness center rental (ACTION)

A motion to approve the agreement with KCC fitness center was made by Commissioner Frey, seconded by Commissioner Gear. Discussion: Executive Director Bruni said it's a one year agreement for an annual payment of \$12,000 and \$3000 in education credits. Upon roll call vote the following Commissioners voted aye: M. Matthews, A. Gear, J. Frey, D. Skelly.

NEW BUSINESS

Discussion and approval of Budget Ordinance #2.45 for fiscal year June 1, 2025 – May 31, 2026 (ACTION)

A motion to approve budget ordinance #2.45 for fiscal year June 1, 2025 – May 31, 2026 was made by Commissioner Skelly, seconded by Commissioner Matthews. Upon roll call vote the following Commissioners voted aye: M. Matthews, A. Gear, J. Frey, D. Skelly.

Discussion and approval of KRS agreement (ACTION)

A motion to approve the KRS agreement was made by Commissioner Matthews, seconded by Commissioner Gear. Upon roll call vote the following Commissioners voted aye: M. Matthews, A. Gear, J. Frey, D. Skelly.

Appointment of Commissioner Skelly to KRS Board (ACTION)

A motion to appoint Commissioner Skelly to the KRS Board was made by Commissioner Skelly, seconded by Commissioner Frey. Upon roll call vote the following Commissioners voted aye: M. Matthews, A. Gear, J. Frey, D. Skelly.

STAFF REPORTS**Superintendent of Buildings/Grounds****Rick Collins:**

- Updates at Bird Park.
- Started adding more mulch and playgrounds. So far Pioneer and Heil.
- Hired an additional seasonal staff member.
- Working on the asset management program.

Superintendent of Business**Melissa Woodard:**

- Now that budget is approved, Evan will get the new numbers in.
- Will start getting files organized and ready for the audit.
- Still doing some onboarding for Splash Valley lifeguards.

Superintendent of Revenue Facilities**Zach Mullady:**

- in packet

Executive Director**Ross Bruni:**

- Hope to have asset management ready in the next 4-6 weeks. Will be a useful tool. Public will be able to report park issues. Creates automatic work orders and put some data into maintenance. Ex: how long does it take to mow a park. Then compile a year end report for man hours, equipment, etc. Putting together a priority sheet that will be included in your monthly packet.
- Have started the change over from old to new technology. Some newer equipment has been passed down to other staff. All department heads have laptops with docking

station to use as a desktop and have accessibility off site. We will migrate off the in-house server to a cloud server to be able to use files off site.

- Thursday night the Municipal Band will recognize KVPD.
- First Party at the park is Wednesday at McBroom from 4-7pm.
- Rescheduled the concert in the park from last week to July 23.

COMMITTEE REPORTS

Historical Society

Commissioner Frey:

- NA

SRA

Commissioner Matthews & Executive Director Bruni:

- Went over budget and year end evaluations.

KRS

Commissioner Gear:

- Allow more park district representation. Elected new board president. Spoke of some fundraiser events.

Building Commission Report

Commissioner Skelly:

- Did not have a quorum. Conducted business to approve next meeting.

COMMISSIONERS FORUM

Commissioner Matthews wants us to stay on top of the natural resources within the park district.

Commissioner Gear did a tour with Ross. Very informational. Think the park district needs to get back to the basics and upkeep and maintenance.

A motion to adjourn the meeting was made at 5:47pm by Commissioner Frey, seconded by Commissioner Gear. Upon roll call vote the following Commissioners voted aye: M. Matthews, A. Gear, J. Frey, D. Skelly.

Executive Session

A. 5 ILCS 120/2 (C) (1) Personnel: Appointment, employment, compensation, discipline, performance or dismissal of specific employees

- B. 5 ILCS 120/2 (C) (3) Public Officials: Discussion on the appointment to fill the park board vacancy
- C. 5 ILCS 120/2 (C) (11) Pending, Probable or Imminent Litigation

A motion to reopen the meeting was made at 6:13pm by Commissioner Matthews, seconded by Commissioner Frey. Upon roll call vote the following Commissioners voted aye: M. Matthews, A. Gear, J. Frey, D. Skelly.

ADJOURN MEETING

A motion to adjourn the meeting was made at 6:14pm by Commissioner Skelly, seconded by Commissioner Frey. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. Board Meeting Minutes (May 19, 2025)
2. Financials April 2025
3. Bills Payable April 2025
4. Financials May 2025
5. Bills Payable May 2025
6. Bird Park Project Update
7. Mayor Bailey Project Update
8. KCC agreement
9. Budget Ordinance #2.45 for fiscal year June 1, 2025 – May 31, 2025
10. KRS agreement
11. KRS board appointment
12. Superintendent of Buildings & Grounds Report
13. Superintendent of Business Report
14. Superintendent of Revenue Facilities Report
15. Executive Director Report
16. Commissioner Palmer Presentation

Respectfully submitted: Melissa Woodard